

DEPARTMENT OF TOURISM
National Capital Region
Telefax: 8553-3530
Direct Line: 8553-3531/09202909993
Email: dotncr.bac@tourism.gov.ph

Date: December 01, 2023

GENTLEMEN:

REQUEST FOR QUOTATION

Kindly quote to us your latest price(s) on the following item(s):

QTY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE						
		TRAVEL/TOUR OPERATOR FOR AIRLINE TICKET							
1 (One)	Lot	PROJECT NAME : 20th MEETING OF THE COUNCIL FOR PROMOTION OF TOURISM IN ASIA							
		<p>I. BRIEF BACKGROUND:</p> <p>The Department of Tourism – National Capital Region is a member of the Council for Promotions of Tourism in Asia (CPTA). It is campaign conducted through the cooperation of nine cities--Bangkok, Delhi, Hanoi, Jakarta, Kuala Lumpur, Metro Manila, Seoul, Taipei, and Tokyo whose objective is to promote tourism by appealing to travelers from Western countries Oceania and other countries in Asia. The official website of the CPTA is https://welcomeasia.jp/.</p> <p>During the past two years, the DOT-NCR has conducted Photo Contests with the CPTA to showcase the region's iconic attractions, to gather image bank from the photo entries for future marketing and promotional use, and to network and show support to the CPTA organization. The success of this photo contest could still be traced in Instagram under the hashtag, #wta_manila (Welcome to Asia) which has gathered 5000+ posts or participation. The theme of the contest varies every year.</p>							
		<p>II. OBJECTIVES:</p> <ul style="list-style-type: none"> - To provide relevant tourism information, take advantage of the exposure of the Metro Manila and build linkages with our neighboring Asian countries in the promotion of Tourism. - To conduct a boardroom product presentation of the Metro Manila's tourism portfolio to CPTA's members. - To provide a platform for the DOT-NCR to meet face-to-face and create a mutually beneficial business relationship and network and generate leads. - To tap the potential migrant tourist market through the engagement of Filipino community in Japan. 							
		III. SCOPE OF WORK / DELIVERABLES							
		<p>Date of Engagement:</p> <p style="text-align: center;">Implementation Date : December 18 & 21, 2023 Area : Tokyo, Japan</p> <p>* Two (2) roundtrip Economy Class International Air Tickets</p>							
		A. Air Tickets							
		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Route</th> <th></th> </tr> </thead> <tbody> <tr> <td>Manila to Tokyo (Narita)</td> <td>December 18, 2023 / ETD: 07:15 AM December 18, 2023 / ETA: 12:40 AM</td> </tr> <tr> <td>Tokyo to Manila</td> <td>December 21, 2023 / ETD: 13:40 PM December 21, 2023 / ETA: 18:00 PM</td> </tr> </tbody> </table> <p>Inclusive of:</p> <ul style="list-style-type: none"> • 2-piece checked-in baggage per pax (23 kgs per piece) • 1-piece hand carry baggage per pax • Travel Insurance and Travel Tax Fee • Rebookable / date change <p>Name of Passengers:</p> <ol style="list-style-type: none"> 1. Catherine C. Agustin 2. Gleisa Marie G. Biscocho 	Route		Manila to Tokyo (Narita)	December 18, 2023 / ETD: 07:15 AM December 18, 2023 / ETA: 12:40 AM	Tokyo to Manila	December 21, 2023 / ETD: 13:40 PM December 21, 2023 / ETA: 18:00 PM	
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		Minimum requirements of Tour Operator:	
		A. A Philippine-based PhilGEPS registered tour operator. B. Must be DOT-Accredited. C. Must be willing to provide services on a send-bill arrangement.	
		Documentary Requirements to be Submitted:	
		<ul style="list-style-type: none"> • Valid Mayor's Business Permit • PHILGEPS Membership • DOT Accreditation Certificate • Duly Notarized Omnibus Sworn Statement 	
		<p style="text-align: center;">Approved Budget for the Contract (ABC): Php 191,653.98 Pesos : One Hundred Ninety-One Thousand Six Hundred Fifty-Three and 98/100 Only</p> <p style="text-align: center;"><small><i>*inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges net upon completion of the project and delivery of all requirements as agreed upon.</i></small> Government procedure and subject to appropriate government taxes</p>	
		Contact Persons: GLEISA MARIE G. BISCOCHO - ggbiscocho@tourism.gov.ph	
		Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in three (3) original sets IN A SEALED ENVELOPE to this office address: DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City	
		Note: Deadline of submission is on December 06, 2023 at 8:00am	

This office desires to place an order for the above item(s) with the minimum delay. Your firm quotation will help us very much in placing the order.

Thank you

PRINT NAME OF DEALER/SUPPLIER

ADDRESS OF DEALER/SUPPLIER

CONTACT NUMBER(s)

TIN: _____

LANDBANK ACCOUNT NUMBER

AUTHORIZED SIGNATURE OVER PRINT NAME